



PURCHASE ORDER

PO Number: 303-1-0548

Requisition Number: 303-1-01089

Order Date: 3/9/2021

Released

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**
accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.
TEXAS FACILITIES COMMISSION
FISCAL MANAGEMENT / ACCOUNTS PAYABLE
P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

Multiple -- see line item detail

Show numbers on all papers and packages

Referenced Source or Vendor

14217712356
ASSETWORKS LLC
168 Industry Drive
Pittsburgh, PA 15275
Kathy Vancko
Phone: 412-809-0666, Fax:
Kathy.Vancko@assetworks.com

Upgrades to inventory website for Federal Surplus Property Program

Description

Price as per attached quote

TFC Contact:
Megan Sim, (512) 364-2345

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
RECOUP PROMOTE Surplus Reutilization Module Includes Asset Screening, Want List, and Asset Hold Functionality Includes Unlimited User Site License and Email Routing						
NIGP Class: 208 NIGP Item: 11 Object Class: 380 Reimbursement Type: Not Reimbursable Notes: Split between org codes 0316, 0317, 0319	1	ea.	\$6,753.47	6/15/2021	6/15/2022	\$6,753.47
RECOUP PROMOTE Maintenance						
NIGP Class: 208 NIGP Item: 11 Object Class: 262 Reimbursement Type: Not Reimbursable Notes: Split between org codes 0316, 0317, 0319	1	year	\$2,894.35	6/15/2021	6/15/2022	\$2,894.35

SERVICE - PROFESSIONAL SERVICES/CUSTOMIZATION

1 ea \$5,305.26 3/9/2021 8/31/2021 \$5,305.26

The following applies to both Demo and Production environments for the implementation of a standard Recoup

Promote site for Federal Surplus Property.

1. Create Customer in Promote
2. Load Orgs
 - a. User Standard Promote template/import
3. Setup/Load Categories (Starting from existing web surplus)
 - a. User Standard Promote template/import
4. Setup/Load Class and Category/Class mapping (Starting from existing web surplus)
 - a. User Standard Promote template/import
5. Setup/Load Priority Orders
 - a. User Standard Promote template/import
6. Update permissions/customer setting in SMS
 - a. Standard – Give to System Admin only
7. Update permissions/customer in Promote
 - a. Standard – Give to System Admin only
8. Setup Promote Process in SMS (Data Auto-Sync)
 - a. Standard Process
9. Setup/Configuration Custom Auto-Listing process from SMS
 - a. Custom Procedure needs to be created and called within the application
10. Initial Asset load from SMS into Promote
 - a. Customer script run
11. Provide standard Promote Training Manual

Provide 1-2-hour training

NIGP Class: 208

NIGP Item: 11

Object Class: 242

Reimbursement Type: Not Reimbursable

Notes: Split between org codes 0316, 0317, 0319

Grand Total \$14,953.08

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164
(The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2021
Division	Executive
Program	Surplus Property - Federal/State
Phone	5123642345
Org Code	0316 - F S P - Austin Warehouse
Type of Purchase/PCC Code	'D' Purchases of IT commodities/services not available on a DIR Contract
Work Order Number	N/A

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;

- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____
Sastry, Archana - CTCM, CTPM, 5124632743

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.
[\(Show Terms And Conditions...\)](#)